

EEO Utilization Report

Organization Information

Name: Office Of The Attorney General

City: Austin

State: TX

Zip: 78711-2548

Type: State Attorney General or Prosecutor's Office

Step 1: Introductory Information

Policy Statement:

The Office of the Attorney General (OAG) is committed to providing a workplace free of discrimination based on race, sex, religion, color, national origin, age, disability, or genetic information and to providing equal employment opportunities (EEO) for all employees and individuals seeking employment regardless of the above-identified factors. Accordingly, the OAG shall take action to ensure that equal employment opportunities are consistent with applicable laws and regulations.

Step 4b: Narrative of Interpretation

The OAG has eighteen instances of underutilization: The highest underutilization is the "White male Officials/Administrators" category with an underutilization of (-25%). The other areas of underutilization are "White male/Professionals" (-14%); "White female/Protective Non-sworn" (-13%); "White male/Administrative Support" (-12%); "White female/Professionals" (-10%); "Hispanic male/Administrative Support" (-6%); "Hispanic female/Protective Non-sworn" (-5%); "Black male Officials/Administrators" (-3%); "Asian male/Professionals" (-3%); "Black female/Protective Non-sworn" (-3%); "Asian male Officials/Administrators" (-2%); "Black male/Administrative Support" (-2%); "Asian male/Administrative Support" (-1%); "Asian female/Administrative Support" (-1%); "Black male/Professionals" (-1%); "Asian female/Professionals" (-1%); "Other male/Professionals" (-0%); and "Other female/Professionals" (-0%).

Pursuant to the OAG EEO Plan, this agency will endeavor to recruit more staff for the categories identified above. As a state agency, the OAG is unable to compete effectively in many job categories. Nonetheless, public sector employment does offer some advantages that may allow the OAG to attempt to recruit in the identified job categories.

Step 5: Objectives and Steps

1. To encourage White males to apply for vacancies in the Officials/Administrators, Professionals, and Administrative Support job categories

a. The OAG will continue to broadly market OAG positions in an effort to achieve a diverse and qualified applicant pool; attend career fairs, including those that target veterans; post jobs on external websites; continue the agency's robust law clerk and internship program; and continue to work with universities and law schools to attract professionals and employees in the above-identified job categories.

2. To encourage Hispanic males to apply for vacancies in the Administrative Support job categories

a. The OAG will emphasize the recruitment of Hispanic males for administrative-support jobs by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; and posting jobs on external websites.

3. To encourage African American males to apply for vacancies in the Officials/Administrators, Professionals, and Administrative Support job categories

a. The OAG will emphasize the recruitment of African American males for jobs in the above-identified EEO categories by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; continuing the agency's robust law clerk and internship program, which attracts a diverse group of students to experience working at our agency; and working with universities and law schools to attract the above-identified individuals for these job categories.

4. To encourage Other males to apply for the vacancies in the Professionals job category

a. The OAG will emphasize the recruitment of the above-identified individuals for jobs in the above-identified EEO categories by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; continuing the agency's robust law clerk and internship program, which attracts a diverse group of students to experience working at our agency; and working with universities and law schools to attract the above-identified individuals for these job categories.

5. To encourage White females to apply for vacancies in the Professionals, Protective Services: Non-Sworn and Administrative Support job categories

a. The OAG will continue to broadly market OAG positions in an effort to achieve a diverse and qualified applicant pool; attend career fairs, including those that target women and veterans; post jobs on external websites; continue the agency's robust law clerk and internship program; and continue to work with universities and law schools to attract professionals and employees in the above-identified job categories.

6. To encourage Hispanic females to apply for vacancies in the Protective Services: Non-sworn job categories

a. The OAG will emphasize the recruitment of Hispanic females for jobs in the above-identified EEO category by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; and promoting the agency as a dynamic state agency with a diverse workforce.

7. To encourage African American females to apply for vacancies in the Protective Services: Non-sworn job category

a. The OAG will emphasize the recruitment of Hispanic females for jobs in the above-identified EEO category by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; and promoting the agency as a dynamic state agency with a diverse workforce.

8. To encourage Asian females to apply for vacancies in the Professionals and Administrative Support job categories

a. The OAG will emphasize the recruitment of Asian females for jobs in the above-identified EEO categories by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; continuing the agency's robust law clerk and internship program, which attracts a diverse group of students to experience working at our agency; and working with universities and law schools to attract the above-identified individuals for these job categories.

9. To encourage Other females to apply for the vacancies in the Professionals job category

a. The OAG will emphasize the recruitment of the above-identified individuals for jobs in the above-identified EEO category by engaging in activities such as: broadly marketing OAG positions in an effort to achieve a diverse and qualified applicant pool; attending career fairs, including those that target veterans and minorities; posting jobs on external websites; continuing the agency's robust law clerk and internship program, which attracts a diverse group of students to experience working at our agency; and working with universities and law schools to attract the above-identified individuals for these job categories.

Step 6: Internal Dissemination

The agency will continue to demonstrate to its employees its commitment to ensuring that equal employment opportunities are consistent with applicable laws and regulations by engaging in actions such as:

- continuing to include a policy on discrimination and equal employment opportunities in its Policies and Procedures Manual, which is available to all employees via the intranet and a desktop icon;
- continuing to regularly review all of its policies (e.g., Discrimination and Equal Employment Opportunities, Harassment, Accommodations) and updating them as needed;
- continuing to enforce agency policies prohibiting discrimination/harassment;
- continuing to provide information on equal employment opportunities and discrimination to all new employees during New Employee Orientation;
- continuing to require all new employees to take an online course (Required Information for New Employees) that provides information on equal employment opportunities and discrimination;
- continuing to require mandatory discrimination-awareness training for all employees;
- continuing to provide employees with an Employee Ombudsman as a safe, confidential way for employees to raise any concerns regarding discrimination or equal employment opportunities;
- continuing to provide employees with a Formal Complaint Officer as a way to formally present complaints regarding discrimination or equal employment opportunities;
- continuing to provide employees with an Employee Assistance Program;
- continuing to provide training to managers regarding hiring practices, interviewing, and employment issues;
- continuing to post the EEO Plan on the agency intranet, which makes it readily available to all employees; and
- continuing to review agency demographics and detect trends that could require further emphasis in recruitment or training.

Step 7: External Dissemination

The agency will continue to emphasize its commitment to having a diverse workforce and to ensuring that equal employment opportunities are consistent with applicable laws and regulations. The OAG will continue to identify in all its job announcements that it is an equal opportunity employer. Job announcements are posted externally on workintexas.com and texasattorneygeneral.gov. The agency also posts certain positions on other websites, including CareerBuilder.com and Indeed.com. In addition, the OAG will continue to participate in recruiting efforts to attract a diverse workforce. Finally, the OAG will continue to make the EEO Plan available on the agency website at texasattorneygeneral.gov.

Utilization Analysis Chart
Relevant Labor Market: Texas

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	58/18%	31/10%	3/1%	0/0%	1/0%	0/0%	4/1%	0/0%	97/30%	80/25%	33/10%	1/0%	2/1%	1/0%	8/3%	0/0%
CLS #/%	580,285/44%	141,750/11%	46,940/4%	2,855/0%	32,690/2%	355/0%	5,585/0%	2,320/0%	329,245/25%	104,820/8%	57,910/4%	1,450/0%	18,120/1%	290/0%	4,100/0%	1,920/0%
Utilization #/%	-25%	-1%	-3%	-0%	-2%	-0%	1%	-0%	6%	17%	6%	0%	-1%	0%	2%	-0%
Professionals																
Workforce #/%	448/16%	210/7%	68/2%	3/0%	29/1%	1/0%	24/1%	0/0%	730/25%	868/30%	391/14%	6/0%	57/2%	3/0%	32/1%	0/0%
CLS #/%	571,920/30%	128,995/7%	62,490/3%	2,165/0%	82,485/4%	325/0%	6,205/0%	3,610/0%	671,035/35%	185,970/11%	117,635/6%	3,215/0%	64,765/3%	570/0%	8,510/0%	3,885/0%
Utilization #/%	-14%	1%	-1%	-0%	-3%	0%	1%	-0%	-10%	21%	7%	0%	-1%	0%	1%	-0%
Technicians																
Workforce #/%	6/60%	1/10%	0/0%	0/0%	2/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/10%	0/0%	0/0%	0/0%
CLS #/%	88,020/28%	35,655/11%	13,085/4%	485/0%	11,895/4%	225/0%	1,210/0%	395/0%	86,770/28%	37,265/12%	26,250/8%	560/0%	9,825/3%	105/0%	1,215/0%	695/0%
Utilization #/%	32%	-1%	-4%	-0%	16%	-0%	-0%	-0%	-28%	-12%	-8%	-0%	7%	-0%	-0%	-0%
Protective Services:																
Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	94,995/42%	52,260/23%	26,585/12%	525/0%	1,590/1%	160/0%	1,295/1%	575/0%	21,140/9%	11,835/5%	15,775/7%	215/0%	355/0%	15/0%	490/0%	240/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	121/46%	55/21%	12/5%	0/0%	0/0%	0/0%	0/0%	0/0%	36/14%	25/9%	10/4%	3/1%	2/1%	0/0%	1/0%	0/0%
Civilian Labor Force #/%	4,570/27%	2,460/15%	1,195/7%	30/0%	130/1%	0/0%	95/1%	55/0%	4,390/26%	2,480/15%	1,165/7%	0/0%	85/1%	0/0%	135/1%	20/0%
Utilization #/%	18%	6%	-3%	-0%	-1%	0%	-1%	-0%	-13%	-5%	-3%	1%	0%	0%	-0%	-0%
Administrative Support																
Workforce #/%	40/8%	25/5%	7/1%	0/0%	2/0%	0/0%	2/0%	0/0%	182/36%	191/37%	54/11%	0/0%	2/0%	0/0%	5/1%	0/0%

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
CLS #/%	591,205/20%	318,910/1%	112,160/4%	2,830/0%	44,130/2%	1,230/0%	7,925/0%	4,360/0%	967,165/3%	566,400/9%	228,485/8%	5,395/0%	47,370/2%	1,255/0%	13,890/0%	6,530/0%
Utilization #/%	-12%	-6%	-2%	-0%	-1%	-0%	0%	-0%	3%	18%	3%	-0%	-1%	-0%	1%	-0%
Skilled Craft																
Workforce #/%	1/50%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	472,255/42%	521,955/46%	55,720/5%	3,210/0%	18,345/2%	400/0%	5,750/1%	2,820/0%	22,435/2%	18,755/2%	5,855/1%	310/0%	4,830/0%	80/0%	615/0%	135/0%
Utilization #/%	8%	-46%	45%	-0%	-2%	-0%	-1%	-0%	-2%	-2%	-1%	-0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	1/33%	1/33%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	596,680/20%	895,570/30%	207,740/7%	3,955/0%	41,655/1%	1,280/0%	9,265/0%	5,160/0%	403,495/4%	588,965/20%	173,535/6%	3,805/0%	45,570/2%	975/0%	7,875/0%	3,200/0%
Utilization #/%	13%	3%	-7%	-0%	-1%	-0%	33%	-0%	-14%	-20%	-6%	-0%	-2%	-0%	-0%	-0%

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators	✓		✓		✓											
Professionals	✓		✓		✓			✓	✓				✓			✓
Protective Services: Non-sworn									✓	✓	✓					
Administrative Support	✓	✓	✓		✓								✓			

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

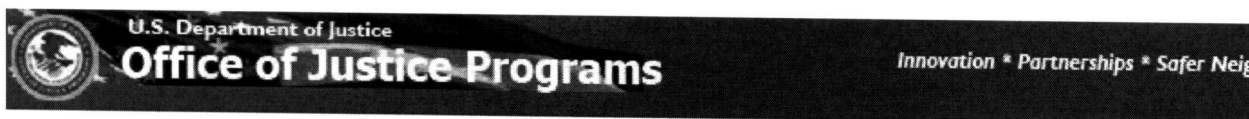

[signature]

DEPUTY DIRECTOR
HUMAN RESOURCES

[title]

28 NOVEMBER 2018

[date]



EEO Utilization Report

[FAQ](#)

Congratulations, you have completed the EEO Utilization Report! You can download the PDF below as confirmation that utilization report has been completed and to archive.

The form was certified by **Henry De La Garza, Deputy Director**, Email=Henry.DeLaGarza@oag.texas.gov, Phone=512-463-2009, on Wed Nov 28 17:12:44 EST 2018

EEO Utilization Reports must be signed and certified by a responsible official who has the authority to implement your Equal Employment Opportunity Program. Electronic submission of this report constitutes a signature and certification.



To open, review and print your complete EEO Utilization Report click [here](#).

The documents you uploaded for this EEO Utilization Report can be viewed/downloaded by clicking the documents' name links below:

None available

If you still require **programmatic assistance** with your submission, please call the Office for Civil Rights at 202-616-1771 and leave a detailed message, or email EEOPForms@usdoj.gov. If you have **IT or system related problems** with your submission, please call the EEOP Service Desk at 202-307-0627 and leave a detailed message, or email EEOPITSupport@usdoj.gov.